COLLEGE OF SCIENCE SENATOR

The role of the Utah State University Student Association (USUSA) Academic Senate is to enhance the quality of Academic life for the students of Utah State University. This will be accomplished through legislation initiated from the Academic Senate and through direct advocating to University Administration, College Deans and College Administration.

Charter

The main purpose of the College of Science Senator (hereafter, “the senator”) is to represent the undergraduate and graduate students in the College of Science. Various responsibilities, both outlined in this charter and otherwise, are imposed upon or will be expected from the senator by University and College of Science groups; but these matters, if not directly related to College of Science students, should be considered secondary in importance.

I. Duties:

1. The senator shall serve as a member of the USUSA Academic Senate and any appropriate committee, sub-committee, or board.
2. The senator shall have the opportunity to run for the position of Senator Pro Tempore and act in behalf of the Academic Senate as a member of USUSA Executive Council.
3. The senator shall actively participate in weekly Academic Senate meetings that will include, but are not limited to:
   a. Discussion of current USUSA Legislation
   b. Discussion of progress of senator's legislative priorities
   c. Discussion of college concerns and issues
4. The senator shall meet with the Dean of their college at least twice a month to:
   a. Discuss college concerns, issues, and current events related to the College. Including, but not limited to, the Classroom Improvement Fund, Science Week and other Science Council events
5. The senator shall attend Department Head/Administrative Council, and other college administrative meetings that they are invited to attend to:
   a. Discuss academic issues, student concerns, and keep abreast of college administration/faculty issues.
   b. Report on college council progress and upcoming events
6. Participate in and/or assist in the organization of a College of Science student alumni activity as needed.
7. Appoint a representative from the College of Science to sit on the Blue Goes Green grant selection committee.
8. QPR Training- Officer will ensure that every member of their council or committee be QPR trained during the fall semester of the academic year.
9. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
10. During the week of elections, the USUSA Science Senator will be the financial auditor for candidates running for that same position. In case of the officer re-
running for the same position, a member of the elections committee will be the auditor.

11. The College of Science Senator shall provide training for and facilitate a smooth transition for the newly elected senator.

12. The Senator shall participate in joint meetings with the newly elected senator in meeting with the Dean, Science Council, etc. and shall ensure a proper transition by providing material helpful to the new senator.

13. The Senator shall meet Fall Semester with the financial officer within Business Services responsible for their college finances. The purpose of the meeting should be to discuss the use of course fees and/or differential tuition within their college. The financial officer within business services has access to how all of these funds were used within the college. A meeting enables the senator to advocate for proper use of funds and alerts the senator to take action should funds be mismanaged.

II. Programs Sponsored:

1. **College of Science Student Council**: Senator shall organize and chair the Science Council. Ideally, the Science Council will consist of student representation from each department.
   a. They shall conduct at least bi-monthly council meetings.
   b. They shall work to improve student life within the college and university as a whole.
   c. They shall keep a log detailing what they did throughout the year. This log is meant to facilitate continuity of ideas and progress from year to year. It may contain such things as legislation apposite to the college, good event ideas, programs, helpful information, etc.
   d. They are encouraged to hold Science Week and other events and programs to promote the College of Science.

III. Committee Assignments:

1. Academic Opportunity Fund Allocation Committee
2. Blue Goes Green Committee
3. Classroom Improvement Fund Committee
4. Math Substitute Review Committee
5. Campus Store Committee
6. Research Council
7. Science Unwrapped Student Council
8. Selected Search Committees
9. Sophomore Scholarship Committee
10. University Student Fee Board
11. USUSA Ad Hoc Committee Assignments
12. USUSA Administrative Fee Committee
13. Sustainability Fee Committee (Chair)

IV. Time Expectations:

1. Officer will complete at least 2 hours daily in assigned office, for 10 hours a week unless approved by two SILC advisors and the USUSA Student Body President by 2/3 majority.
2. Officer will complete 1 info booth hour weekly.
3. Officer will respond to all of his/her myVoice submissions weekly.

I hereby agree that I fully understand my charter and accept full responsibility for my duties as the USUSA Science Senator.

Printed Name: ______________________________

Signed: ________________________________
Date: ________________________________